Presentation Cart Control Panel Quick Reference Guide

Main Page:

U. S. Courts
Northern District of Oklahoma
TIME DATE

Left   Elapsed
30:00   00:00

Upon selecting the **System ON** button on the main judge / clerk control panels, the presentation cart control panel displays the **Main Page**.

(1) Timer: Displays the timer count down set by the judge or clerk from the main control panel **Audio Controls** screen.

Cart Source Selection
- Computer [1]
- VCR [2]
- DVD [3]
- Cassette [4]
- Document Camera [5]
- Auxiliary Audio/Video [6]

AMX

Other Sources
- [7] Defense
- [8] Prosecution
- [9] Probation
- [10] Annotation
- [11] Video On/Off
- [12] Help
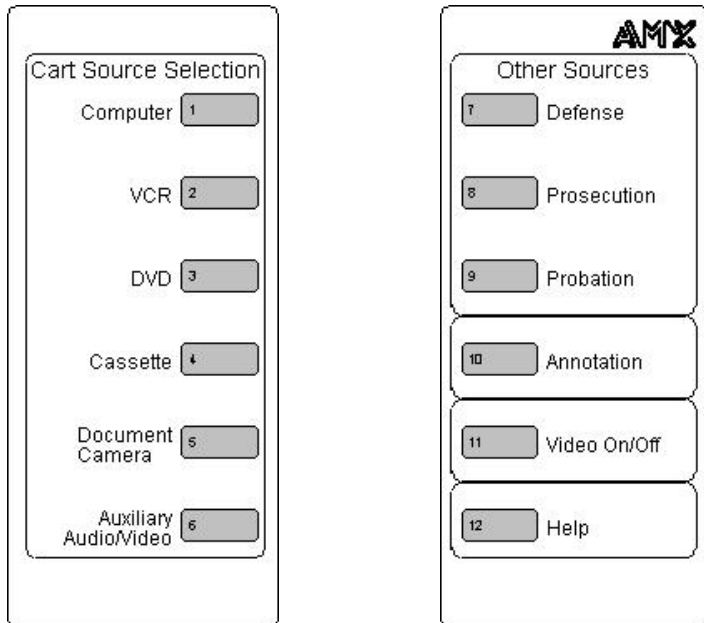
Using the push buttons along the left (**Cart Source Selection**) and right (**Other Sources**) sides of the cart control screen, the presentation cart user can select the active source of the evidence presentation system.

Whenever a new source is selected at the presentation cart, the main judge / clerk control panel closes any pop-up windows and returns to the **Video Controls** screen. Also, if **Reporter Playback** had previously been selected as the active audio source, then choosing any other source automatically turns playback off.

On the presentation cart control panel, either the name of the selected source or a pop-up window with additional controls will appear on the screen.

When the **Computer** (Button 1) or **Auxiliary Audio/Video** (Button 6) source is selected, the **Media Volume** controls (shown at left) appear on the right side of the court logo.

- **Volume Up:** Increases the volume level of the active media source.
- **Mute:** Mutes the media source.
- **Volume Down:** Decreases the volume level of the active media source.

A bar graph to the left of the **Media Volume** control buttons gives the user a visual indication of the volume levels.

By selecting **VCR** (Button 2), a pop-up window appears with **Stop**, **Play**, **Pause**, **Rewind**, and **Forward** control buttons.

VCR
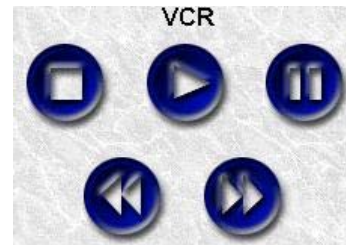
- **Stop:** Stops playback of the inserted videocassette media.
- **Play:** Begins playback of the inserted videocassette media.
- **Pause:** Pauses playback of the inserted videocassette media until the button is pressed again.
- **Rewind:** Begins backward scanning of the inserted videocassette media during playback. If the VCR is not in playback mode, this rewinds the videocassette to its starting position.
- **Forward:** Temporarily increases the rate of playback to allow for high speed forward scanning of the inserted videocassette media. If the VCR is not in playback mode, this forwards the videocassette to its ending position.
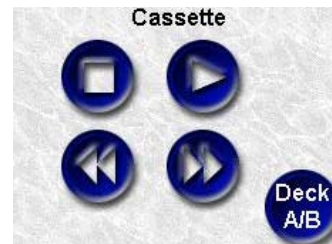
Cassette

Deck A/B

By selecting **Cassette** (Button 4), a pop-up window appears with standard control buttons for the audio cassette deck at the presentation cart.

The **Stop**, **Play**, **Rewind**, and **Forward** control buttons function similarly to those described for the VCR. The **Deck A/B** button switches remote control between Deck A and Deck B on the dual cassette deck.

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By selecting **DVD** (Button 3), a pop-up window appears with **Rewind**, **Stop**, **Play**, **Pause**, and **Forward** control buttons, which function similarly to those described for the VCR.
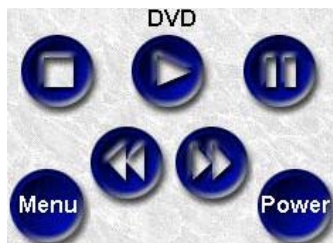
The **Power** button toggles the DVD player's power on or off.

The **Menu** button opens another pop-up window for navigation of the DVD's menu screen using the cursor keys.
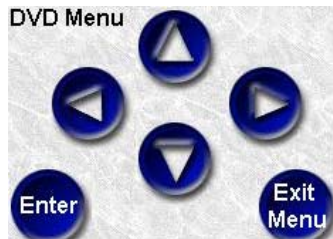
When the desired selection is highlighted, select the **Enter** button. The **Exit Menu** button closes the DVD's menu screen and the pop-up window.

By selecting **Document Camera** (Button 5), a pop-up window appears to turn the document camera **Power On** and **Power Off**, and to remotely control the document camera features for **Lights**, **Zoom** (In / Out), **Iris** (Open / Close), and **Focus** (In / Out).

- **Lights:** Cycles the document camera through back light on, all lights off, arm lights on, and then back light on again.
- **Zoom In:** Enlarges the image of the document or object.
- **Zoom Out:** Reduces the image size.
- **Iris Open:** Increases the brightness of the image.
- **Iris Close:** Decreases the brightness of the image.
- **Focus In:** Adjusts to focus better on objects closer to the camera.
- **Focus Out:** Adjusts to focus better on objects farther away from the camera lens.
- **Auto Focus:** Toggles between automatic focus and manual focus mode.
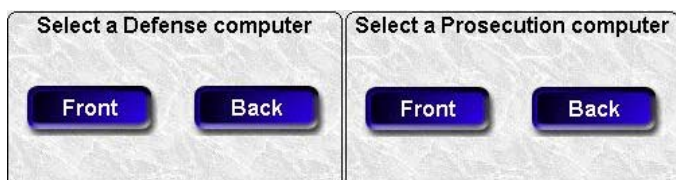
By selecting **Defense** (Button 7) or **Prosecution** (Button 8), a pop-up window appears that allows the user at the presentation cart to select either the **Front** or **Back** computer connection.

By selecting **Annotation** (Button 10), a pop-up window appears to remotely power annotation **On** and **Off**, as well as control the annotation system. Selecting the **Exit** button closes the pop-up window.
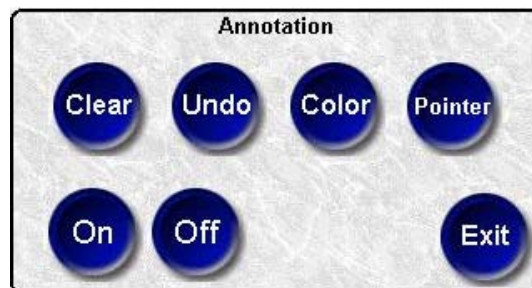
- **On/Off:** Turns the annotation system on/off.
- **Clear:** Restarts annotation and clears all entries and erases all markings on the screen.
- **Undo:** Erases the most recent entry.
- **Color:** Changes the color of the markers.
- **Pointer:** Shows or hides the up arrow pointer.

By selecting **Video On / Off** (Button 11), a pop-up window appears to selectively control where the evidence video displays to the various video feeds (i.e., **Jury**, **Witness**, **Public** (gallery), and **Attorney** monitors) if **On (green)**, or mutes the video feeds if **Off (blue)**. Selecting the **Exit** button closes the pop-up window.
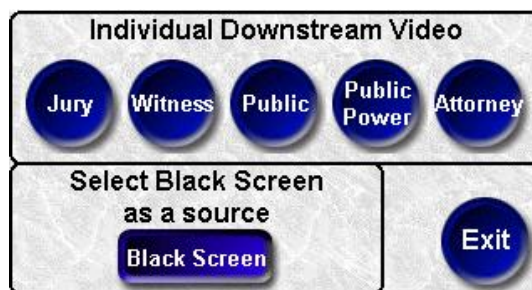
The **Black Screen** button causes the evidence presentation system to display black on all courtroom monitors. This button is useful for preventing courtroom viewers from viewing unapproved materials.

By selecting **Help** (Button 12), a pop-up window appears directing users to the court clerk for further assistance with the cart control panel.

NOTE: File information is also provided to identify control system software revisions. The file name and its revision will reflect what is currently in place in the control system and may no longer be the same as what is shown at right.